



## Intellectual and Developmental Disabilities Commission

### Special Education Meeting Minutes

**Date:** September 9, 2025

**Time:** 4-5pm

**Location:** Zoom Link

**Facilitator:** Committee Chair, Yvonne VanLowe

**Attendees:**

Yvonne VanLowe

Tracy Craig

Margie Parrott

Crystel Britto

Carmen Zahra

Dr. Margaret Cage

Stacey Ibekwah

Alex Wong

**Minutes:**

- Meeting called to order at 4:03pm.
- Tracy and Yvonne provided a brief overview of the special education priorities to Dr. Cage and responded to her questions and comments.
- Follow up on MCPS data request. Crystel shared that HHS has a memorandum of understanding (MOU) with MCPS which allows HHS to request data from MCPS free of charge. In order for the special education committee data request to go through HHS, the special education committee must vote to approve the data request and the full IDDC body must vote to approve the request.
- Dr. Cage shared that she would be attending an MCPS leadership cabinet meeting the next day and would discuss our request at the meeting. She also shared that some data may not be readily available and that the committee may be able to get raw data more quickly, which we can aggregate ourselves.
- Updates from Dr. Cage: Several key leadership positions have been filled including the Associate Superintendent for Special Education, the Special Education Services Director, the Deaf and Hard of Hearing Director as well as the Compliance Director for Special Education.
- MCPS is partnering with the Maryland State Dept of Education (MSDE) to provide mandatory professional development focused on how to write IEP goals and determining present levels of academic and functional performance for students with disabilities. Training begins on 9/17/25.

**ADA Reasonable Accommodation:** Sign language interpreter services and other types of reasonable accommodations will be provided upon request preferably 5 business days or with as much advance notice as possible. Please call 240-753-4218 or via MD Relay at 711 or email [Crystel.Britto@montgomerycountymd.gov](mailto:Crystel.Britto@montgomerycountymd.gov). In all situations, a good faith effort (up until the time of the event) will be made to provide accommodations.

- The special education committee members present voted unanimously to advance our comprehensive data request (as documented in our May meeting agenda with Dr. Cage) to the IDDC body for a vote at the September meeting.
- Meeting adjourned at 5:09pm.

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